

MAIN FACS “TIPS & TECHNIQUES”

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IMPORTANT: This issue contains important operating information for all users of R★STARS and ADPICS. Please distribute promptly.

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CHANGES TO EFFECTIVE END DATE AND UB INDICATOR ON 20 APPROPRIATION NUMBER PROFILES

Changes to the Effective End Dates and UB Indicators on 20 Appropriation Number Profiles will be in production the morning of Thursday, September 2, 2004. The following table illustrates the changes by appropriation type as approved by the Office of Financial Management.

Appropriation Type	AY04		AY95-03	
	Effective End Date	UB Indicator	Effective End Date	UB Indicator
1	5/15/05	1	No Change	1
2	No Change	1	No Change	1
3	No Change	No Change	No Change	No Change
4	No Change	No Change	No Change	No Change
5	5/15/05	1	No Change	1
6	No Change	1	No Change	1
7	9/30/05	2	9/30/05	2
8	9/30/05	2	9/30/05	2
9	9/30/05	2	9/30/05	2

MANUAL WARRANT TRANSACTIONS

When processing a manual transaction on the ADPICS Voucher Header Entry screen (PCHL1410), users need to review the defaulted due date and overtype it with the current date. Since payment is being made with a manual warrant, the

due date should be the current date - - **NOT a future date**. Please make sure that manual transactions are appropriately dated.

MONTH OF AUGUST CLOSING DATE REVISED

Per the OFM Year-End Closing Schedule, the month of August will be closed on Tuesday, September 7, 2004.